

## DODGE COUNTY BUILDING COMMITTEE MINUTES

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Administration Building, Room 1A, 127 East Oak Street, Juneau, WI 53039

**Date: May 6, 2015**

**Call to order:** The meeting was called to order by Chairman Mattson at 9:00 a.m. with the following members present: **Rodger Mattson, Mark Roesch, Dennis Schmidt and Tom Nickel**

**Excused: Chester Caine**

**Also present:** Russell Freber, Director of Physical Facilities; Mary Kay Westimayer, Administrative Secretary; Jim Mielke, County Administrator, Janet Wimmer, Director of Human Services and Health Department

**Public Forum: None**

**Minutes:** A motion was made by Tom Nickel and seconded by Dennis Schmidt to approve the minutes of the April 13 meeting as recorded and allow the chairman to go out of order to efficiently conduct the meeting. Motion carried.

**Communications & Committee Member Reports: None**

**Consider, Discuss and Take Action:**

**Air Vapor Project:** While working on the Air Vapor Project Maas Brothers identified interior penetrations that will need to be sealed. The committee agreed these areas should be included in the project. Change orders will be submitted per floor by Maas Brothers. Russ then discussed with the committee the need for insulation around the windows. The committee was in agreement that this project should include the windows if we are going to do the project right. Facility Engineering will be contacted for their recommendation to remedy this problem.

**Admin Building HVAC Project:** Johnson Controls informed us the valve on the chiller is in bad shape. The committee discussed replacing the valve vs. placing a VFD on the motor. With the VFD we would see a return on our investment right away. Russ had not yet received the quote on the VFD. More information will be provided at the June meeting.

**HDOB Elevator:** The Otis contract has been revised and accepted. Maas Brothers will work on replacing the doorway of the public elevator while waiting for the new parts to arrive. Russ presented to the committee, for their consideration, the idea of shutting down the employee elevators at the HDOB. Due to the rising costs of the contract, inspection, permits and repairs a substantial savings would be realized if we decommission the employee elevators. Janet Wimmer, Director of Human Services and Health Department stated that her department supports the savings by shutting down the employee elevators and putting the money into updating and maintaining the public elevators.

**A motion** was made by Dennis Schmidt and seconded by Mark Roesch to decommission the employee elevators at the HDOB after the public elevator has been repaired. Motion Carried.

**Northview Heights:** Northview Heights would like to install a patio for use by the Northview Heights residents.

**A motion** was made by Tom Nickel and seconded by Dennis Schmidt to allow Northview Heights to install a patio in the area that was mapped out at the HDOB. Motion Carried.

**Report & Consider Maintenance Operations & Projects:**

Russ Freber updated the committee on the projects at the different locations.

**Administration Building**

HVAC Software Project is moving forward and ahead of schedule. They should be finishing up before the end of May.

Parking lot update: We are scheduled to have our parking lot done the end of June. We are also requesting that they also do the blacktop by the loading dock.

IT Department: Maintenance Department moved IT's storage area and set up shelving.

**Courthouse**

BO10 Air Conditioning Project Update: The project has been completed and the new unit is up and running. The utility bills should reflect an energy savings.

**HDOB**

Air Conditioning Project Update: Focus on Energy savings for purchasing the Daikin brand chiller will be \$28,276.60. The direct purchase price of the unit is \$109,800. The budget for this project is \$375,000.

Gym Lighting Update: Focus on Energy has a double incentive program available at this time that we will try to take advantage of when selecting our LED lighting options.

**Jail**

Water Heater Replacement Project: The project is going very well with circuit setters staring to be installed. The water heaters have been installed and will come on line on May 21<sup>st</sup> if all goes well..

**Other Discussions:**

Sink Holes: There are sink holes that need our attention at the Courthouse parking lot and HDOB parking lot.

Cemetery: The building committee has taken over the cemetery grounds. Some of the headstones are in need of repair others are leaning and need to be reset. Discussion on the best solution for the care of this cemetery took place. Dennis offered to talk with interested parties of the cemetery and report back at the June meeting. The committee would like to see a permanent low maintenance solution to the headstones in this cemetery. It was suggested we extend an invitation to interested parties of the cemetery to attend our June committee meeting.

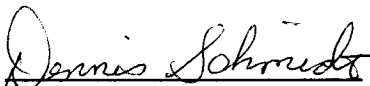
Update on 2014: The Physical Facilities department returned \$432,043.19 to the General Fund.

The next meeting is scheduled for Wednesday June 3, 2015 at 8:30 a.m. in Room 1A of the Administration Building

**Adjournment:**

There being no further business to come before this committee, a motion was made by Tom Nickel and seconded by Mark Roesch to adjourn the May 6, 2015 meeting at 10:36 a.m. Motion Carried.

Respectfully submitted,

  
Dennis Schmidt, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.